

## DAILY SCHEDULE

### Wednesday, August 2

7:30 AM-8:30 AM ~ Registration  
8:30 AM-9:00 AM ~ Welcome  
9:00 AM ~ Sessions Begin  
12:00 PM-1:15 PM ~ Lunch on your Own  
1:15 PM ~ Sessions Resume  
4:30 PM ~ Adjourn for the Day

### Thursday, August 3

8:30 AM Sessions Begin  
12:00 PM-1:15 PM ~ Lunch on your Own  
1:15 PM ~ Sessions Resume  
4:30 PM ~ Adjourn for the Day

### Friday, August 4

8:00 AM ~ Sessions Begin  
12:30 PM ~ Travel Home Safely

Presorted  
Standard  
US Postage  
Paid  
Permit # 69  
Bozeman,  
MT 59715

## CREDIT

- 18 OPI renewal units will be available.
- Two MSU graduate credits (SPED 582 - Issues in Supervision) will be available on-site for an additional fee of \$250.

## REGISTRATION

- Enrollment is limited so send in your form today!
- Registrations **before July 18th:**  
\$75 (Individual)  
\$60 (Each Team Member - A team must be at least two personnel from the same district.)
- Registrations **after July 18th:**  
\$90 (Individual)  
\$75 (Each Team Member)
- There will be no refunds on cancelled registrations; cancelled dorm room fees will be refunded in full.

## MEALS

- Meals will be on your own; snacks and beverages will be provided during breaks and in the mornings.

## LODGING

- Lodging has been arranged at both the University of Montana campus dormitory (\$23 per night for a single room) and at the Holiday Inn-Parkside (\$89 per night). See the registration form for details.

## CONTACT INFORMATION

- For questions about the Institute, contact Nikki Sandve, OPI at (406) 444-0299 or nsandve@mt.gov.
- Conference support is provided by MSU Extended University, Office of Continuing Education. For questions regarding registration, contact them at (406) 994-6683 or outreach@montana.edu.

**MONTANA** EXTENDED  
STATE UNIVERSITY  
**Office of Continuing Education**  
204 Culbertson Hall  
PO Box 172200  
Montana State University  
Bozeman, MT 59717-2200

**OPI**  
Office of Public Instruction  
Linda McCulloch, Superintendent  
www.opi.mt.gov

**MEA-MFT**  
Public Schools, Public Service

# MONTANA MENTOR INSTITUTE 2006

**DEVELOP AND  
ENHANCE YOUR  
MENTOR SKILLS!**

**August 2-4, 2006**  
Holiday Inn-Parkside  
Missoula, Montana

**AN INSTITUTE  
SPONSORED BY**

OPI Title I - Part A Program,  
Montana's State Personnel Development Grant  
OPI ESEA, Title II Part A State Level Activities  
MEA-MFT

## WHAT IS THE PURPOSE OF THE MONTANA MENTOR INSTITUTE?

- Develop teachers as high-quality teacher mentors.
- Promote mentoring programs as a tool for increased student achievement and enhanced teacher retention.

The Montana Mentor Institute is designed for teachers, administrators, and school improvement teams who have established teacher mentor programs, or who are interested in creating a mentor program.

### Come and learn:

- Practical tools and templates for reflecting conversations that support protégés in improving their instructional practice;
- Increased expertise in guiding professional problem-solving processes;
- Best practices for teacher mentor programs; and
- How Montana school districts are implementing teacher mentor programs.

Laura Lipton, Ed.D. will provide focused templates and technical tips for educators who support others in improving their instructional practice. Through presentation, differentiated practice, small and full group interaction, and self-assessment, participants will refine and enhance their knowledge and skills.

Participants will explore a continuum of interaction, for consulting (sharing expertise and providing technical assistance) to collaboration (shared planning and problem-solving) to coaching (non-judgmental interaction which supports reflection and develops professional capacities).

**Laura Lipton, Ed.D.** is an international consultant whose writing, research and seminars focus on effective and innovative instructional practices. Laura is author and co-author of numerous publications related to organizational and professional development, learning-focused schools and literacy development.

## LODGING INFORMATION

### University of Montana Dormitory

A limited number of single dorm rooms have been set aside for Institute participants. On the registration form, please indicate if you would like a room and for what dates. A reservation will be made under your name and further details about the room will be in your confirmation email.

The number of rooms is limited and will fill on a first-come basis. Your registration form must reach us by **July 18** in order for a room reservation to be made.

### Holiday Inn-Parkside

A block of rooms at the Holiday Inn-Parkside has been set aside for Institute participants. Participants are responsible for making and paying for their own reservations. Please identify yourself as an OPI Mentor Institute participant to ensure receiving the published rate.

Holiday Inn Parkside  
200 South Patee Street  
Phone: (406) 721-8550  
\$89 plus tax  
Cut-Off Date: July 1, 2006

## MONTANA MENTOR INSTITUTE 2006

Holiday Inn-Parkside, Missoula  
August 2-4, 2006

### Personal Information

Name \_\_\_\_\_  
Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
School \_\_\_\_\_ Position \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Email \_\_\_\_\_  
(Registration confirmations will be sent by email ONLY.)

Will you be attending with a team? ☐ Yes ☐ No

If yes, please list the team members' names and positions. (NOTE: Each team member still needs to send in a registration form.)

Name _____	Position _____
Name _____	Position _____
Name _____	Position _____
Name _____	Position _____

### Lodging Information

☐ I will be making my own lodging arrangements.

☐ Please reserve the following U of M single dorm room (**DEADLINE: JULY 18**):

☐ Tues., August 1 ☐ Wed., August 2 ☐ Thurs., August 3

☐ I require special provisions in order to attend the institute and/or stay in the dorms.

### Registration Information

☐ I will be taking the Institute for graduate credit. (Sign-up and pay fee on-site.)

Please check all that apply:

☐ Early (**before July 18**) Individual Registration: \$75

☐ Early (**before July 18**) Team Registration: \$60

☐ Late (**after July 18**) Individual Registration: \$90

☐ Late (**after July 18**) Team Registration: \$75

☐ Single Dorm Room: \$23 x \_\_\_\_\_ (# of nights) = \$ \_\_\_\_\_

Total Due: \$ \_\_\_\_\_

### Payment Information

☐ I am part of an OPI-sponsored mentor project; please bill the appropriate party.

Mentor Code \_\_\_\_\_ (MUST be filled in)

☐ Check or money order enclosed. (payable to MSU)

☐ Charge the following MC, Visa, Discover

Card # \_\_\_\_\_ / \_\_\_\_\_ Exp. \_\_\_\_\_

☐ Bill the following institution.

Institution Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Contact Name \_\_\_\_\_  
PO # \_\_\_\_\_

### Return Registration Form & Payment To:

 **MONTANA** STATE UNIVERSITY | EXTENDED UNIVERSITY  
**Office of Continuing Education**  
204 Culbertson Hall  
PO Box 172200  
Montana State University  
Bozeman, MT 59717-2200  
Fax (406) 994-6546